

1. The first step is to identify the problem. This involves understanding the current situation and what needs to be changed.

2. The second step is to set goals. These should be specific, measurable, achievable, relevant, and time-bound (SMART).

3. The third step is to develop a plan. This involves determining the steps that need to be taken to achieve the goals.

4. The fourth step is to implement the plan. This involves putting the plan into action and monitoring progress.

5. The fifth step is to evaluate the results. This involves assessing whether the goals have been achieved and what lessons can be learned.

6. The sixth step is to adjust the plan. This involves making changes to the plan if necessary to better achieve the goals.

7. The seventh step is to communicate the results. This involves sharing the results of the process with others who may be affected by the changes.

8. The eighth step is to celebrate success. This involves recognizing and rewarding the team for their efforts and achievements.

9. The ninth step is to document the process. This involves creating a record of the steps taken and the results achieved.

10. The tenth step is to review the process. This involves reflecting on the entire process and identifying areas for improvement.

Eugene H Eickholt

2854

INTERFERENCE SEARCHED			
Class	Subclass	Date	Examiner

[illegible]